## **Wyoming Prevention Framework Community Grant Report**

	Attachment B				
	This report is for this time period				Please email this report as an <b>attachment</b> to Substance Abuse & Mental Health Services Division.
	February 2007 - June 30, 2007				Wyo Dept. of Health lisa.laake@health.wyo.gov
	Today's Date	11-May-07			For information call 1-800-535-4006
	County	Goshen			or 307-777-6494
	Contract Organization Name	Comprehensive C	ommunity Coalitic	n	
	Your Name	Danielle Wonderch	neck		
					Please keep both a hard-copy and file copy for your
	Your Mailing Address	2125 East A St			records
	City, State, Zip	Torrington, WY 82			
	Your Work Phone Number	307-401-0043- Ce			
	Fax				
	Your Work Email Address	daniewonder@yah	100.com		
			Percent		
			Completed		
			(or notes on amount	Date	
m	Contract Deliverables	Date due	completed)	Completed	Comments or Notes
	Staff, Board of Directors, Volunteers, Work			•	
	Assignments, and Technical Assistance				
	SPF Staff Hired (report name, percent of time,				Danielle Wondercheck, Project Coodinator- half-time;
1	email address, phone number)	1-Feb-07	100	3/3/2007	daniewonder@yahoo.com; 307-401-0043
	Supervise SPF staff/staff evaluation (note dates				
	and any notes)				
	Name, title, and phone number of the staff's				Lynette Saucedo; 307-532-7784; Director, Practice
	supervisor		100	3/3/2007	Program
	Criminal history record compliance (briefly note			·	
	yes or no if any action was taken this quarterdo				
4	not report names)				No

		Criminal history record compliance (briefly note				
		yes or no if any action was taken this quarterdo				
	4	not report names)				No
	5	Staff training and paid travel			3/5/2007	Wendy, Lynette, Danielle - Casper for Training
		(list all training paid under the contract, dates,				Casper, WY; Wendy Applegarth- \$121.37; Lynette
		traveler name, amount)			3/5 &3/6	Saucedo-\$113.54; Danielle Wondercheck - \$100.45
Γ		Notify the Division of any board of				
	6	directors/staffing changes				Yes
		Other Contract Work Agreements (report details)				No
	8	Complete agreement with SPF-TAC				Yes
	9	Other				
				•		_
	В	Needs Assessment Activities				
			Feb or March			_

	Neede Accessment Activities				
		Feb or March		- / /-	
1	Needs Assessment Training/Winter 07 Meeting	2007	100	3/5 &3/6	Danielle, Lynette & Wendy attended.
		Feb or March			
2	Needs Assessment Instrument Received	2007	100	3/5/2007	
3	Data Collection		75		continuing to complete
4	Data Analysis		50		more identified as data is collected
5	Priorities Identified				
6	Needs Assessment Sent to SAD	1-Jun-07			
7	Receive SAD Comments @ Needs Assessment	15-Jun-07			
	Revise Needs Assess/Submit Final				
8	Other				
	Othor			l	

			Percent	Date	
Item	Contract Deliverables	Date due	Completed	Completed	Comments or Notes
С	Community Infrastructure Activities				
1	Community Advisory Council Activities briefly list CAC activities				Two Town Hall meetings inviting the community were held on this date to gather information and promote community involvement.
2	Community Advisory Council Meetings List dates & number of people who attended				See attached minutes
	See below for membership report				
	Budget and Funding Approved by CAC (attach minutes)				Minutes attached
	Community Resource Assessment note date and attach report				
5	Present Findings/Process to Community				

	(Optional) local SAPST and/or CADCA Training for		
6	SAC/Community		Scheduled to attend in June
			We have held two town hall meetings that were open to
			the public and well advertised as well as conducted
			around 30 interviews with a wide variety of community
	Briefly describe how the community was involved		members in efforts to collect data and identify problem
	in the SPF process during this reporting period		areas.
8	Other CAC/Infrastructure		
D	Strategic Planning Activity		
	Attend Strategic Planning Training	Jul-07	
	Receive Strategic Planning Materials from SAD		
	Research Evidence Based Strategies		
	Match Strategies to Data/Needs		
	Write Strategic Plan		
	Submit Strategic Plan to SAD		
	Receive SAD Comments/Revise/Final Plan	31-Aug-07	
	Other		

			Percent	Date	
Item	Contract Deliverables	Date due	Completed	Completed	Comments or Notes
E	Implementation (only with SAD approval)				

## F Deliverables and Assurances

Report

	Reports				
	For February 1 - April 30				
	May 15: Submit this report to SAD	15-May-07	100		
2	May 15: Submit Expenditure Report to SAD	15-May-07	100	3/11/2007	Sent in mail
	For February 1 - June 30				
3	July 31: Submit CLI to SAMHSA	31-Jul-07			
	For May 1 - June 30				
4	July 31: Submit Expenditure Report to SAD	31-Jul-07			
	For May 1 - September 30				
5	October 15: Submit this report o SAD	15-Oct-07			
	For July 1 - September 30				
6	October 15: Submit Expenditure Report to SAD	15-Oct-07			
7	Complete evaluation agreement with WySAC	30-Mar-07	100	3/27/2007	
8	Provide any other evaluation information		100	4/11/2007	resubmitted info just to be sure it arrived on 4/15/07
9	Submit any requested data		100	4/11/2007	
	Obtain Chapter 16 Prevention Certification			•	
	On-Site evaluations or reviews				
	Post 2 newspaper ads/articles about the SPF grant				
12	(attach copy)		100	Mar-07	See attached newspaper articles

	Ι		Percent	Date	
Item	Contract Deliverables	Date due	Completed	Completed	Comments or Notes
G	Other Information				
	Briefly describe any actions taken by the LEAD AGENCY (fiscal agency) board of directors or high level staff around the SPF SIG grant				Danielle Wondercheck, Project Coordinator, has arranged and held regularly scheduled CAC meetings, reported data weekly to members and maintained and reported on the budget monthly to members.
	Restricted activities (report any approval requested and received for these)				
	fairs/brochures/educational materials				
	media				
3	Please note any <b>significant</b> changes from the budget submitted in the application.				None at this time
4	What was the one greatest accomplishment this reporting period? How was this accomplishment shared with the community?				The Town Hall meetings and community interviews. A lot of valuable information was collected for he purpose of this project. We hold weekly meeting to update community members on findings and we have scheduled a follow-up town hall meeting to be held in July to review the complete findings of the Needs Assessment.

What was the one greatest barrier this reporting 5 period? What was done to address this barrier?	Receiving e-mails from the State. We did notify them at the training in Casper of the change of staff who are to be notified, but we addressed this again via e-mail in April and the problem was resolved.
Please briefly list any significant changes or 6 information related to this grant	None at this time
Please provide input and recommendations about technical assistance provided by SAD and SAD 7 contractors	Lisa informed me that the Technical Assistance has not been set in place at this time and she will notify me of when this portion will be applicable.

## COMMUNITY ADVISORY COUNCIL

	COMMUNITY ADVISORY COUNCIL				
	Member's Name	Date first joined	Number of meetings attended (total to date)	Please note if this is a representative of the sectors listed on page 6 of the application instructions.	Agency or Constituency Represented
	Leroy Schafer	Nov. 2006	7	No	City of Torrington
	Linda Schafer	Nov. 2006		No	City of Torrington
	Deb Ochsner	Nov. 2006	5	Yes	EWC
		Nov. 2006		Yes	EWC
	Cathy Deahl	Nov. 2006	2	yes	GCSD #1
	Roger Humphrey	Nov. 2006	0	Yes	GCSD #1
	Lynette Saucedo	Nov. 2006	8	Yes	Practice Program
	John Berrera	Nov. 2006	7	Yes	Peak Wellness
	Joel Burrian	Nov. 2006	2	Yes	Peak Wellness
	Wendy Applegarth	Nov. 2006	8	Yes	Youth Atlernatives
	Patty Harmon	Nov. 2006		Yes	Practice Program
	Danielle Wondercheck	March, 2007	7	No	Project Coordinator, CCC
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